



## Community Area Grant Application Form 2011/2012

Please ensure that you have read all the Funding Criteria and Additional Guidance Notes before completing this form PLEASE COMPLETE ALL SECTIONS TO ENSURE THAT YOUR APPLICATION CAN BE CONSIDERED

**For larger projects we strongly advise you to contact Charities Information Bureau three months before you approach the area board. (See Section 2 for contact details)**

**Please contact your Community Area Manager before completing your application  
(See Section 3 for contact details)**

### 1. Your organisation or group

<b>Name of organisation</b>	Warminster Festival		
<b>Contact name</b>			
<b>Contact address</b>			
<b>Contact number</b>		<b>e-mail</b>	
<b>Organisation type</b>	Not for profit organisation <input checked="" type="checkbox"/> Parish/town council <input type="checkbox"/> Other, please specify		

### 2. Your project

<b>Project Title/Name</b>	Warminster Festival		
<b>What is your project about and what does it aim to achieve?</b>	To promote and foster appreciation of and participation in the arts, sport and leisure activities in Warminster and the community area for all ages. Encourage participation and inclusion of all sections of the community regardless of age, disability, race or gender.		
<i>Important: This section is limited to 600 characters only (inclusive of spaces).</i>			
<b>In which community area does your project take place? (Please give name – see section 3 of the grants pack)</b>	Warminster		
<b>I/we have discussed our project with the town/parish council?</b>	Yes <input checked="" type="checkbox"/> <b>Date</b> Ongoing relationship with Town Council & supported through grant funding <b>No</b> <input type="checkbox"/>		
<b>I/we have discussed our project with our Wiltshire councillor?</b>	Yes <input checked="" type="checkbox"/> <b>Date</b> Ongoing relationship and project <b>No</b> <input type="checkbox"/>		

<b>Where will your project take place?</b>	Various venues in and around the Warminster Community Area
<b>When will your project take place?</b>	6 <sup>th</sup> – 20 <sup>th</sup> October 2012
<p><b>How did you discover there was a need for your project (please provide evidence) and how will your project benefit your local community?</b></p> <p><i>Important: Please do not type/write in paragraphs – This section is limited to 1200 characters only (inclusive of spaces)</i></p>	<p>The festival has been in operation for 20 years on a bi annual basis. It is an opportunity to provide a varied entertainment program aimed at all age groups and all abilities who have an interest in arts, sports and educational activities hosted by professional performers, writers, artists, sports instructors and musicians.</p> <p>The events have always been supported by local residents and visitors to the town.</p> <p>The events are subsidised to encourage those who may not have the opportunity to visit larger theatres or performance venues to see live acts or experience tuition from professionals.</p>
<b>How many people will benefit from your project?</b>	All residents in the community area will have an opportunity to attend or participate in events.
<p><b>How does your project demonstrate a direct link to the local community plan for your area?</b></p> <p><a href="http://www.wiltshire.gov.uk/areboards">www.wiltshire.gov.uk/areboards</a></p> <p>Please provide a reference/page no.</p>	<p>Theme 3 Culture and Leisure.</p> <p>Support the continuance and development of the Warminster Festival.</p> <p>15</p>
<b>To be completed ONLY where town/parish councils are making an application</b>	
<b>Is your project one which parish/town councils have powers to raise local taxes to fund?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Could your project be funded from your reserves?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Is your project urgent (having to be completed in this financial year? If you answer YES please provide evidence elsewhere on the application form)</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Any other information about your project.**

By holding this event on a biannual basis, the committee involved have a chance to plan ahead for fund raising, venue and performance booking and develop activities that will be of interest to the community. The festival is run entirely by volunteers who will steward all events. Funding is to provide a wide range of events, performers, speakers and activity workshops at a subsidised cost or in some instances free entrance to the public. Funding is applied for over two years to spread the support required. The committee is made up of 12 members but there is an additional "Friends Of" who assist with the setting and organising of events. This will involve local sports clubs, relevant art associations as well as performers.

**3. Management**

**How many people are involved in the management of your group/organisation?  
Of these, how many are:**

<b>Over 50 years</b>	<b>Male</b>	<input type="text" value="3"/>	<b>Female</b>	<input type="text" value="5"/>
<b>25 – 50 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text" value="3"/>
<b>Under 25 years</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text" value="1"/>
<b>Disabled People</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>
<b>Black and Minority Ethnic people</b>	<b>Male</b>	<input type="text"/>	<b>Female</b>	<input type="text"/>

**If your project is intended to continue after the Wiltshire Council funding runs out, how will you continue to fund it?**

Continued grant funding from Warminster Town Council, ticket sales, sponsorship and advertising.

**How will you know whether your project has made a difference in the community? What evidence will be collected to enable you to know that the project has made a positive impact on your community and met the local need?**

Attendance figures and feedback from events.

**Have you contacted Charities Information Bureau for help with your application/ to seek other funding?**

Yes

Date

April 2011

No

**To whom have you applied for funding for this project (other than Wiltshire Council)?**

**Please list with amount applied for and whether you have been successful**

<b>Name of Funder</b>	<b>Amount Applied For</b>	<b>Amount Received</b>
Warminster Town Council	2000	
Fudge Trust	500	

<p><b>Have you or do you intend to apply for a grant from another area board within this financial year?</b></p> <p><i>If yes, please state which one(s).</i></p>	<p>Yes <input type="checkbox"/>                      No <input checked="" type="checkbox"/></p>		
<p><b>Are you in receipt or anticipating other funding from other Wiltshire Council departments for this project?</b></p>	<p>Yes <input type="checkbox"/>                      No <input checked="" type="checkbox"/></p>		

4. Information relating to your last annual accounts (if applicable)				
Year ending:	Month: March	Year: 2011		
A - Total income:	£11465			
B - Minus total expenditure:	£10589			
Surplus/deficit for year: (A minus B)	£876			
Free reserves currently held:	£1228			
5. Financial information – If you can claim back V.A.T. please exclude from figures given below				
Project Costs A Please provide a <u>full</u> breakdown e.g. equipment, installation etc.		Project Income B Please list all sources of funding for this project, as provisional (P) or confirmed (C)		
			P/C	
Printing	£2500	Own fundraising/reserves	C	£1228
Venues	£500			£
Performers	£5000	Parish/town council	P	£2000
Publicity	£2000			£
Admin	£200	Trusts/foundations	P	£500
	£			£
	£	In kind		£
	£			£
	£	Other	P	£2000
	£			£
	£			£
	£			£
<b>Total Project Expenditure</b>	<b>£10200</b>	<b>Total Project Income</b>		<b>£5728</b>
<b>Total project income B</b>		<b>£5728</b>		
<b>Total project expenditure A</b>		<b>£10200</b>		
<b>Project shortfall A – B</b>		<b>£4472</b>		
<b>Grant sought from Wiltshire Council Area Board</b>		<b>£2000</b>		
<b>Bank Details</b>				
Please give the name of the organisations' bank account e.g. Barclays				
Please give the title name of the organisations'		Warminster Festival		

bank account e.g. current	
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**6. Supporting information – Please enclose all the following documentation as failure to do so may lead to a delay in your application being considered**

**Enclosed (please tick)**

- Written quotes including the one(s) you are going to use
- Latest inspected/audited accounts or annual report or Income/expenditure budget for current financial year
- Terms of reference/constitution/group rules
- Evidence of ownership/lease of buildings and/or land

**For new groups, only the group's terms of reference and a projected income and expenditure budget covering a period of 12 months is required.**

**7. Declaration (on behalf of organisation or group) – I confirm that...**

I have read the funding criteria

The information on this form is correct, that any award received will be spent on the activities specified, that I will complete a monitoring form (if requested) following completion of the project.

If an award is received, I will complete and return an evaluation sheet.

N/A That any other form of licence or approval for this project has been received prior to submission of this application.

That the necessary policies and procedures will be in place prior to the commencement of the project outlined in this application.  Child Protection  Safeguarding Adults

Public Liability Insurance  Equal opportunities

Access audit  Environmental impact

Planning permission applied for (date) or granted (date)

That acknowledgement will be given of Wiltshire Council support in any publicity, printed or website material.

I give permission for press and media coverage by Wiltshire Council in relation to this project.

Name:

Position in organisation:

Date: 31.05.11

**Please return your completed application to the appropriate Area Board Locality Team (see section 3)**